

Small Business Set-Aside Clearance

SIMPLIFIED ACQUISITIONS

Purchase Order Number: _____

Purchasing Agent Name: _____

CHECKLIST	YES	NO	N/A
Small Business Set-Aside . If this requirement is not a mandatory source or FSS, has it been set-aside for small business concerns?.			
8(a) or HUBZone Set-Aside . Requirements reviewed for 8(a) or HUBZone Set-Aside.			
Very Small Business Set-Aside (FAR 19.9) (\$2,501 - \$50,000) excluding construction and refuse systems); <i>Supplies</i> - and <i>services</i> performed in areas served by these SBA district offices.			
COMPETITIVENESS DEMONSTRATION PROGRAM (FAR 19.10), Policy Memos 19-04 and 19-08 (a) Designated Industry Group (DIGs)--Emerging Small Business (ESB) Set-Aside. (NAICS 233, 234,. 235 or 541). Construction and Refuse Services (< \$25,000); or A-E (< \$50,000)-- Reserved as a ESB set-aside? (b) Targeted Industry Categories (TICs). (Chemical Products, ADP CPU's, Bags/Sacks, Men's outerwear, Radio/TV Equipment, ADP Maintenance & Repair, Photo/Mapping/ Printing Services, Vocational/Technical Training and Leasing Special Industry Machinery), If any of the above items were purchased, was it conducted under ESB set-aside?			

Small Business Set-Aside
MANAGEMENT & OVERSIGHT

CHECKLIST	YES	NO	N/A
Small Business Set-Aside. Are non- mandatory source or FSS, been set-aside for small business concerns?.			
8(a) or HUBZone Set-Aside. All requirements reviewed for 8(a) or HUBZone Set-Aside.			
Very Small Business Set-Aside (FAR 19.9) (\$2,501 - \$50,000) excluding construction and refuse systems); <i>Supplies</i> - and <i>services</i> performed in areas served by these SBA district offices.			
COMPETITIVENESS DEMONSTRATION PROGRAM (FAR 19.10), Policy Memos 19-04 and 19-08 (a) Designated Industry Group (DIGs)--Emerging Small Business (ESB) Set-Aside. (NAICS 233, 234, 235 or 541). Are all requirements for Construction and Refuse Services (< \$25,000); or A-E (< \$50,000)-- Reserved as a ESB set-aside? (b) Targeted Industry Categories (TICs). (Chemical Products, ADP CPU's, Bags/Sacks, Men's outerwear, Radio/TV Equipment, ADP Maintenance & Repair, Photo/Mapping/ Printing Services, Vocational/Technical Training and Leasing Special Industry Machinery) Is the Area Office aware of and complying with SBSA for these requirements?			